

REQUEST FOR APPROVAL

To: Howard Levenson
Deputy Director, Materials Management and Local Assistance Division

From: Cara Morgan
Branch Chief, Local Assistance and Market Development Branch

Request Date: March 4, 2013

Decision Subject: Approval of Scope Of Work and the Institute for Local Government as Contractor for the Local Funding and Siting: Case Studies, Samples, and Strategies Contract (Integrated Waste Management Account, FYs 2012/13 and 2013/14)

Action By: March 19, 2013

Summary of Request:

Staff requests approval of the Scope Of Work (SOW) and the Institute for Local Government (ILG) as Contractor for the Local Funding and Siting: Case Studies, Samples, and Strategies Contract, subject to Non-Competitively Bid (NCB) Contract Justification approval.

This contract is intended to provide CalRecycle and local agencies with case studies, samples, and strategies to address local needs related to recycling programs. Jurisdictions face increasing difficulties in funding their materials management activities (such as recycling and composting), and finding new models for local funding will be necessary to sustain these activities into the future. Streamlining and incentivizing local planning, permitting, and siting of infrastructure is needed to facilitate the development of new and expanded recycling manufacturing infrastructure in California, all of which is needed to achieve the statewide 75% goal established by Assembly Bill 341 (Chesbro, Stats. of 2011, Ch. 476).

The selection of ILG as Contractor will help ensure that the materials and resources developed will be useful to a wide variety of local officials and local agencies. ILG is uniquely qualified for this work as it is the nonprofit research affiliate of the League of California Cities and the California State Association of Counties, and it has direct access to the local elected officials, planners, and public works officials with knowledge of these subjects. ILG is viewed as a trusted source of impartial information by cities and counties (and other stakeholders) throughout California. ILG has a history of successfully undertaking applied research projects and generating practical, impartial information that cities and counties can use to improve local services or solve problems. Through its research capacity, publications and training programs, ILG has been a leader in addressing topics that help local officials understand current critical issues, such as climate change and commercial recycling.

Due to the unique goals of this contract, staff has prepared and submitted a Non-Competitively Bid (NCB) Contract Justification and associated documents. This NCB requests approval to award the Local Funding and Siting: Case Studies, Samples, and Strategies Contract to ILG

without a competitive bidding process. Required approvals include the Department of General Services and California Environmental Protection Agency. In the event the NCB approval has not been received prior to the award of this contract, staff requests that this award be conditional on final approval of the NCB.

Recommendation: Staff recommends approval of the Scope of Work for the Local Funding and Siting: Case Studies, Samples, and Strategies Contract. Staff further recommends approval of the Institute for Local Government as the Contractor, subject to approval of the NCB.

Fund Source	Fiscal Year	Allocation	Line Item
Integrated Waste Management Account	2012/13	\$100,000	Consulting & Professional Services
Integrated Waste Management Account	2013/14	\$100,000	Consulting & Professional Services
Total		\$200,000	

Deputy Director Action:

On the basis of the information and analysis in this Request for Approval and the findings set out above, I hereby approve the Scope of Work for the Local Funding and Siting: Case Studies, Samples, and Strategies contract and the selection of the Institute for Local Government as the contractor, contingent upon approval of the NCB.

Dated: 3/14/13



Howard Levenson

Deputy Director, Materials Management and Local Assistance Division

Attachments:

1. Scope of Work for the The Local Funding and Siting: Case Studies, Samples, and Strategies Contract
-

Background

In response to CalRecycle's 75% discussion document released in May 2012, many stakeholders identified the need to address local funding and siting issues. CalRecycle agrees with these comments and accordingly is embarking on the effort embodied in this proposed contract. This new effort will focus on working with affected local and other stakeholders to identify existing and new funding models and siting strategies, and to provide case studies, sample ordinances, and strategies that can be readily used by local government officials. (Note this is separate from CalRecycle's complementary efforts to address the funding of State programs and the availability of State funding for local infrastructure projects).

This overall effort is needed because jurisdictions face increasing difficulties in funding their materials management activities (such as recycling and composting), and finding new models for local funding will be necessary to sustain these activities into the future. Streamlining and incentivizing local permitting and siting of infrastructure also is needed if we are to be ready to build the new and expanded manufacturing (from recycled materials) infrastructure in California that will be necessary to achieve the 75% goal. To ensure the long-term viability of these programs and to address issues related to planning, siting, and permitting new or expanded facilities for both processing and manufacturing, new models, tools and strategies are necessary. Relying upon tipping fees when the goal is to further decrease disposal is not a sustainable option. Additionally, to increase the number of new facilities and expand existing facilities, CalRecycle needs to explore opportunities to facilitate local planning, siting, and permitting.

This contract is intended to provide CalRecycle and local agencies with tools such as case studies, sample ordinances, and descriptions of potential strategies to address these local needs. The selection of ILG as the Contractor will help ensure that the materials and resources developed will be useful among a wide variety of local officials and local agencies. ILG is uniquely qualified for this work as it is the nonprofit research affiliate of the League of California Cities and the California State Association of Counties and has direct access to the local elected officials, planners, and public works staff with knowledge of these subjects. ILG is viewed as a trusted source of impartial information by cities and counties (and other stakeholders) throughout California. ILG has a history of successfully undertaking applied research projects and generating practical, impartial information cities and counties can use to improve local services or solve problems. Through its research capacity, publications and training programs, ILG has been a leader in addressing topics that help local officials understand current critical issues, such as climate change and commercial recycling. ILG has extensive experience in facilitating workshops involving State and local agencies and local elected representatives, along with other stakeholders such as environmental organizations and solid waste management and recycling companies; developing case studies, sample ordinances, and locally-based research studies; and developing web-based resources that have proven to be effective tools for local agencies. This experience, along with its reputation for providing guidance documents on complex policy topics for the non-waste-industry professional audience in local government, makes it uniquely qualified to administer and complete the desired deliverables to fulfill the goals of this contract.

ILG will be tasked with identifying, summarizing, and developing various deliverables related to: 1) the financing of local agency solid waste and recycling programs and infrastructure, and 2) how local agencies address issues related to planning and siting of recycling infrastructure. These deliverables will provide local officials and others with options and issues to consider when evaluating potential recycling programs and infrastructure projects given local circumstances.

Specifically (see Attachment 1), the Institute for Local Government will:

- Conduct surveys of local officials and others to gain insights to successful solid waste and recycling programs and financing mechanisms, and then identify and describe the variety of existing and new funding methods that could be used by local agencies to finance recycling programs and infrastructure facilities. Identify successful case studies and samples of how local agencies address recycling infrastructure facility development issues related to CEQA, greenhouse gas emissions, zoning and general plans; and disadvantaged communities, then summarize information received from stakeholders and develop examples of success stories and strategies.

- Host webinars for local and other stakeholders, in conjunction with other applicable agencies when needed, to review ideas and samples developed, and to solicit further information.
- Provide a set of accessible web pages to host all relevant developed resources and that can be hyperlinked to other relevant locations.
- Compile potential statutory and regulatory suggestions raised by local officials that could simplify funding, planning, siting, and permitting of new or expanding facilities associated with processing, composting, and anaerobic digestion, and recycled-content product manufacturing.